

TECHNICAL WORK MAY NOT BEGIN PRIOR TO CO APPROVAL

NASA/GODDARD SPACE FLIGHT CENTER

REQUEST FOR TASK PLAN / TASK ORDER

CONTRACTOR		CONTRACT/TASK NO.		AMENDMENT		TASK ORDER NUMBER	
QSS Group, Inc.		NAS5- 99124	TASK NO. 353			415-616-41- ²⁸ 29 -89	00X01

TASK TITLE: (NTE 80 characters; include Project name)

GOES Project Field Office Engineering Services at Hughes and ITT -- GOES N-Q

APPROVALS		DATE		ORG CODE	MAIL CODE	PHONE
ASSISTANT TECHNICAL REPRESENTATIVE (OR TASK MONITOR) <i>David Z. Mitchell</i> David Mitchell		8/30/00		415	415	301-286-0415
BRANCH HEAD <i>Martin A. Davis</i> Martin A. Davis		8/30/00		415		301-286-8998
CONTRACTING OFFICER'S TECHNICAL REPRESENTATIVE (COTR) <i>Robert S. Lebar, Jr.</i> Robert S. Lebar, Jr.		8/31/00		560		301-286-6588
FLIGHT HARDWARE, CRITICAL GSE OR SOFTWARE? (IF YES, NEED CODE 303 CONCURRENCE NEXT BLOCK)		CONTRACTING OFFICER'S QUALITY REP.		DESIGNATED FAM:		
<input checked="" type="checkbox"/> NO <input type="checkbox"/> YES						

The contractor shall identify and explain the reason for any deviations, exceptions, or conditional assumptions taken with respect to this Task Order or to any of the technical requirements of the Task Order Statement of Work and related specifications. The contractor shall complete and submit the required Reps and Certs.

(To be completed by Contracting Officer)
C.O. Requested Quote on:
Date: **SEP 5 2000**

Contractor will develop specification or statement of work under this task for a future procurement.		<input checked="" type="checkbox"/> NO	<input type="checkbox"/> YES
Flight hardware will be shipped to GSFC for testing prior to final delivery.		<input type="checkbox"/> NO	<input type="checkbox"/> YES <input checked="" type="checkbox"/> N/A
Government Furnished Property/Facilities:		<input type="checkbox"/> NO	<input checked="" type="checkbox"/> YES -- SEE LIST OF GFP (offsite only) / FACILITIES (onsite only)
Onsite Performance:		<input checked="" type="checkbox"/> NO	<input type="checkbox"/> YES If yes: <input type="checkbox"/> TOTAL <input type="checkbox"/> PARTIAL
		If partial, indicate onsite work in SOW by asterisk (*)	
Surveillance Plan Attached:		<input checked="" type="checkbox"/> NO	<input type="checkbox"/> YES
Highlighted Contract Clauses:		(to be completed by Contracting Officer)	

Per Clause H.14, Task Ordering Procedure, subparagraph (f), the effective date of this task order shall be 10/1/00.

INCENTIVE FEE STRUCTURE (check one)

(See Contract NAS5-99124, Attachment K, Incentive Fee Plan)

	<input checked="" type="checkbox"/> No. 1	No. 2	No. 3	No. 4	No. 5
Cost	10%	50%	25%	25%	%
Schedule	15%	25%	25%	50%	%
Technical	75%	25%	50%	25%	%

(To be completed by Contracting Officer)

The target cost of this task order is \$ 701,462.

The target fee of this task order is \$ 45,595.

The total target cost and target fee of this task order as contemplated by the Incentive Fee clause of this contract is \$ 747,057.

The maximum fee is \$ 66,639.

The minimum fee is \$0.

AUTHORIZED SIGNATURE	
<i>Theresa J. Becker</i> SIGNATURE OF CONTRACTING OFFICER	10/13/00 DATE
<i>Theresa J. Becker</i> TYPED NAME OF CONTRACTING OFFICER	

CONTRACTOR'S ACCEPTANCE	
AUTHORIZED SIGNATURE	DATE

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QSS Group, Inc.	NAS5- 99124	353	

Applicable paragraphs from contract Statement of Work: Function 2b

STATEMENT OF WORK: (Continue on blank paper if additional space is required)

(This is a follow-on to Task 267 under this contract; uninterrupted transition is required.)

The contractor shall provide system engineering evaluations and assessments of the GOES N-Q spacecraft and instruments for compliance to the Performance Specifications, Statements of Work and Interface Control documents. Other activities shall be an assessment of the spacecraft integration. This work is required to ensure the successful design, build, test, launch and operation of the GOES N-Q satellites. In addition, the Code 415 contractor shall supply onsite personnel to ensure the smooth flow and engineering checkout of the satellite.

- a. Evaluate the NASA/GSFC GOES N-Q hardware development and the spacecraft integration and testing at the Hughes Facility located in Los Angeles, California.
- b. Assess and report the GOES engineering effort for the NASA lead (Resident and Remote) I&T Manager. Take responsibility to evaluate engineering problems and report the evaluations to the NASA I&T Manager. Advise and recommend to the I&T Manager the steps required to resolve the test discrepancies and then implement his direction. Overall, ensure that the verification testing for each N-Q satellite meets the requirements outlined in the NASA contract.
- c. Provide the GOES N-Q NASA resident office with administrative services using technical knowledge.
- d. Evaluate and report on the contractor's configuration management and schedules. The contractor shall assist with the spacecraft and instrument contractors performance measurement system.
- e. Review NASA/GSFC/GOES-N-Q spacecraft development, fabrication and testing at the Hughes Space & Communications Company (HSC), located in El Segundo, CA.
- f. Review the NASA/GSFC GOES-N-Q instrument development, fabrication and testing at the ITT Aerospace Company located in Fort Wayne, IN.
- g. Provide a continuous flow of technical and schedule information regarding the status of the spacecraft Imager, Sounder, and SXI instruments to the GOES Project Office at GSFC.
- h. Report engineering problems to GSFC and participate in resolving the discrepancies by coordinating with the proper GSFC GOES subsystem engineers.
- i. Provide GSFC coordinated management evaluations and reports of meetings conducted at HSC, ITT and the SXI contractor's facilities.

PERFORMANCE SPECIFICATIONS:

Review and all non-conformance reports and assess problems, issues and impacts of non-conformance, recommend actions.

Weekly reports shall contain a summary of activities completed, planned activities for the following week, problems, issues and recommended actions.

Reports and Documents: Technical performance will be based on thoroughness and completeness of written reports. Acceptable performance is that the ATR is satisfied that the material reflects the proper level of technical expertise and meets the objectives of the activity.

Monthly Status Report: Acceptable performance is that the ATR is satisfied that he is being kept informed of the status of work performed and of issues requiring his attention.

Management: Performance will be measured against the following metrics: (1) accomplishment of objectives; (2) clear, incremental progress; (3) responsiveness to issues; (4) efficient and appropriate staffing; and (5) coordination with and good working relationship with ATR and other related contractor efforts, if applicable.

APPLICABLE DOCUMENTS:

None.

TASK END DATE: 9/30/01

MILESTONES/DELIVERABLES AND DATES:

- | | |
|----------------------------------------|--------------------------------------------------------------------------|
| 1. Non-conformance review and analysis | Within 3 days of assignment by ATR |
| 2. Weekly assessment reports | Email by COB each Friday to the ATR:
David.F.Mitchell.1@gsfc.nasa.gov |

PERFORMANCE STANDARDS:

Schedule: On-time delivery/completion of the deliverables/milestones
Technical: ATR's acceptance of the above

FINAL DELIVERY DESTINATION (NAME, BLDG, ROOM):

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- b. Assess and report the GOES engineering effort for the NASA lead (Resident and Remote) I&T Manager. Take responsibility to evaluate engineering problems and report the evaluations to the NASA I&T Manager. Advise and recommend to the I&T Manager the steps required to resolve the test discrepancies and then implement his direction. Overall, ensure that the verification testing for each N-Q satellite meets the requirements outlined in the NASA contract.
- c. Provide the GOES N-Q NASA resident office with administrative services using technical knowledge.
- d. Evaluate and report on the contractor's configuration management and schedules. The contractor shall assist with the spacecraft and instrument contractors performance measurement system.
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APPLICABLE DOCUMENTS:

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TASK END DATE: 9/30/01**MILESTONES/DELIVERABLES AND DATES:**

- | | |
|----------------------------------------|--------------------------------------------------------------------------|
| 1. Non-conformance review and analysis | Within 3 days of assignment by ATR |
| 2. Weekly assessment reports | Email by COB each Friday to the ATR:
David.F.Mitchell.1@gsfc.nasa.gov |
| 3. Daily Spacecraft Status Reports | By COB Daily |

PERFORMANCE STANDARDS:

Schedule: On-time delivery/completion of the deliverables/milestones
Technical: ATR's acceptance of the above

FINAL DELIVERY DESTINATION (NAME, BLDG, ROOM):

David Mitchell, building 6, room W232